EXECUTIVE

1. OVERVIEW

MISSION

The mission of the Department of Executive is to provide overall management and direction to the Executive branch of Government. The key areas in which the Department is responsible for achieving results are:

- Coordinating and supporting the planning, implementation, monitoring and evaluation of initiatives and actions in support of cross-government goals.
- Providing policy, strategic, legislative and communications advice to support Cabinet and Ministers;
- Negotiating and coordinating the transfer of provincial-type powers and responsibilities with respect to public lands and resources; and
- Supporting effective corporate communications, and dissemination of appropriate economic, social and demographic statistics, to government employees, the public and other governments.

GOALS

The Department of Executive shall ensure effective:

1. Support for informed decision-making in planning, development and implementation of policies and programming;
2. Conclusion of devolution and resource revenue sharing agreements;
3. Coordination of Government operations, both between departments and between headquarters and the regions; and
4. Coordination and collaboration to address the priorities of Cabinet and the Legislative Assembly.

KEY ACTIVITIES

- Directorate
- Ministers' Offices
- Executive Operations
- Cabinet Support

2. Emerging Issues

Competing Interests

Governments in the Northwest Territories are closely connected and rapidly evolving. The continued implementation of the Aboriginal inherent right presents the GNWT with unprecedented intergovernmental challenges, especially in the area of concurrent jurisdictions and serving a common citizenry. The Department of Executive, including its regional offices, play an important role, with other GNWT partners, in maintaining the relationship between the GNWT and Aboriginal governments and organizations.

At the same time, the federal government continues to implement focused expenditure reductions and it is expected that there will be significant budget, program and staff reductions in the federal public service. This will impact on the delivery of programs and services in the Northwest Territories and may result in added pressure and expectation on the GNWT to address shortfalls. Reduced federal capacity may also affect key projects such as devolution.

Devolution

Fully engaging the federal government in devolution negotiations and implementation discussions continues to be a key priority. Financial constraints and uncertainty within the federal system have appeared to prevent Canada from dedicating staff resources necessary to move the devolution project quickly. The Legislative Assembly has made a political commitment to move forward on finalizing devolution. Federal engagement in both negotiations and implementation will continue.

Implementation planning continues, both in support of negotiations and in view of the requirements post final agreement to put the negotiated agreement into effect. Activities to be undertaken related to implementation are laid out in Appendix 3 to Chapter 11 of the Agreement-in-Principle, although not every required activity is identified. Activities fall into three major areas:

1. Support required for negotiations, including elements to be included in the final agreement (for example Waste Sites inventory and planning)
2. Assessments of buildings, IT and records systems in preparation for transfer
3. Human resources related activities

Efforts to engage with Aboriginal governments on the subject of devolution continue. Aboriginal governments continue to oppose the Agreement-in-Principle, arguing that the negotiation process has failed to adequately involve them, or that devolution somehow interferes with their rights. Both of these concerns can be answered, however, it must be recognized that devolution will continue to be a politically charged topic.

Supporting the Priorities of the 17th Assembly

The 17th Legislative Assembly was elected in October 2011. The new government has articulated a set of key priorities. Work towards addressing the priorities will need to be balanced against current

fiscal pressures. The Department of Executive must re-align the focus of the core committees and business to support the government's vision, goals and priorities.

Improving coordination within the GNWT is a key element to the GNWT's success in achieving the vision and goals outlined. The Department of Executive must take a lead role in coordinating across departments and in reporting results on implementation of the business plans and on the overall progress towards the goals of the government.

Accountability and Transparency

The public as well as decision makers in government want to know that government programs and services are provided efficiently and effectively. Especially in times of limited resources, there is an increasing need for both the government and the Assembly to have access to good information about what things cost, and what results are obtained.

The Department of Executive will continue to undertake activities that support and strengthen planning, monitoring, and evaluating GNWT programs and services by:

- Ensuring mechanisms are in place for informed decision making;
- Enhancing the availability of the information needed for planning, monitoring, and evaluating programs and policies; and
- Undertaking targeted reviews of programs and services to ensure their effectiveness

The Department of the Executive recognizes the importance of being transparent and accountable. As such, all mandate letters for the Ministers as well as for the Premier's portfolios of the Department of the Executive and Aboriginal Affairs and Intergovernmental Relations will be published and posted to allow the people of the Northwest Territories to hold better the Government of the Northwest Territories accountable.

Communications

Providing clear, timely and accurate information about government decisions, policies and activities is critical to the GNWT's ability to be transparent and accountable to its stakeholders and the general public. Government communications must provide the people of the NWT with sufficient information to know what their government is doing on their behalf, as well as to understand the factors, challenges and considerations that have influenced government decisions and activities. The Department of Executive has become more proactive to ensure a strategic, coordinated and consistent communications approach across government to support broad understanding of the GNWT's priorities, decisions and activities. Work will continue to build on the recent improvements.

3. 2012-13 Planning Information

The detailed description of planned activities for the department includes the following sections:

a) **Fiscal Position and Budget** provides information on the department's operations expenses and revenues.

b) **Key Activities** describes the department's major programs and services, including strategic activities, as well as results to date and measures.

c) **Responding to Priorities** describes current major activities the department is undertaking in supporting the priorities identified by the 17th Assembly.

d) **Infrastructure Investments** gives an overview of the department's planned infrastructure investments for 2012-13.

e) **Legislative Initiatives** provides a summary of the department's legislative initiatives during the 17th Legislative Assembly as well as initiatives planned for 2012-13.

f) **Human Resources** includes overall statistics and position reconciliation, information on capacity building activities as well as departmental training and development.

g) **Information Systems and Management** describes department-specific information and management systems as well as major initiatives planned for 2012-13.

a) Fiscal Position and Budget

Departmental Summary

	Proposed Main Estimates 2012-13	Revised Estimates 2011-12	Main Estimates 2011-12	Actuals 2010-11
	($000)	($000)	($000)	($000)
OPERATIONS EXPENSE				
Directorate	9,980	6,062	1,329	1,418
Ministers' Office	2,970	2,970	2,970	2,702
Executive Operations	6,756	6,661	6,550	6,291
Cabinet Support	3,156	3,439	3,156	3,035
TOTAL OPERATIONS EXPENSE	22,862	19,132	14,005	13,446
REVENUES	2,192	2,490	319	319

OPERATION EXPENSE SUMMARY

	Main Estimates 2011-12	Proposed Adjustments: Forced Growth	Proposed Adjustments: Initiatives	Proposed Adjustments: Sunsets and Other Adjustments	Proposed Adjustments: Internal Reallocations	Proposed Budget 2012-13
	($000)	($000)	($000)	($000)	($000)	($000)
Directorate						
Office of the Sec. to Cabine	869				(130)	739
Devolution - Negotiations	460			2,710		3,170
Devolution - Implementation				6,071		6,071
Total Activity	**1,329**	**0**	**0**	**8,781**	**(130)**	**9,980**
Ministers Offices						
Premier's Office	1,364					1,364
Ministers' Offices	1,606					1,606
Total Activity	**2,970**	**0**	**0**	**0**	**-**	**2,970**
Executive Operations						
Strategic Planning	2,208				(220)	1,988
Corporate Services	899	150		106	95	1,250
Bureau Of Statistics	1,054			(185)		869
Program Review	865				(145)	720
Regional Operations	1,524	5			400	1,929
Total Activity	**6,550**	**155**	**0**	**(79)**	**130**	**6,756**
Cabinet Support						
Cabinet Secretariat	939					939
Communications	704					704
Protocol	0				(150)	(150)
Legislation & House Plann	335				150	485
Women's Advisory	993					993
Commissioner's Office	185					185
Total Activity	**3,156**	**0**	**0**	**0**	**0**	**3,156**
TOTAL DEPARTMENT	**14,005**	**155**	**0**	**8,702**	**-**	**22,862**

REVENUE SUMMARY

	Proposed Main Estimates 2012-13	Revised Estimates 2011-12	Main Estimates 2011-12	Actuals 2010-11
	($000)	($000)	($000)	($000)
GRANTS IN KIND				
Federal Govt Contribution to Support Devolution	2,000	2,171		
Tapwe Building	42	169	169	169
Band Council Subsidized Leases	150	150	150	150
TOTAL	2,192	2,490	319	319
REVENUES	**2,192**	**2,490**	**319**	**319**

b) Key Activities

KEY ACTIVITY 1: DIRECTORATE

Description

The **Office of the Secretary to Cabinet** is responsible for leading the senior management of the territorial public service, managing the executive functions of the bureaucracy, supporting Executive Council decision-making, and coordinating the development and implementation of government-wide direction. The Office is also responsible for the management of the Department of Executive and the planning and administration of functions necessary to further the Department's mandate. The Secretary to Cabinet is accountable to the Premier for the proper conduct of business of the Department.

The **Office of Devolution** consists of two branches – Negotiations and Implementation Planning. The Negotiations Branch manages the GNWT participation in and represents the GNWT interest in the negotiations of Devolution-related agreements. The newly established Implementation Planning Branch supports the Negotiations Branch, while also leading the work required to implement the final Devolution Agreement.

Major Program and Service Initiatives 2012-13

Secretary to Cabinet
The Office of the Secretary to Cabinet will continue to focus on its cores functions. Specific areas of focus will include the continued support for Executive Council, managing the executive functions of the public service, implementing the newly established Committees of Cabinet, and supporting the Senior Management Committee of Deputy Ministers in advancing GNWT priorities.

Devolution
A key milestone in the devolution initiative will be the completion of a final Devolution Agreement expected in 2012. The Office of Devolution will continue to focus on completing the negotiation of the final Devolution Agreement and related agreements and preparing for the implementation of the final Devolution Agreement. Activities for the Office of Devolution will be driven by the pace of negotiations and the willingness of Canada to actively engage in implementation planning work.

Once a Devolution Agreement is reached, additional implementation activities will be undertaken to ensure as smooth a transition as possible. Successful implementation of the final Devolution Agreement will depend on careful planning and preparation. An implementation work plan setting out agreed upon implementation tasks among the parties will be appended to the final Devolution Agreement.

The Devolution Operation Structure has been set up and staffed for both negotiations and implementation planning work. Led by the Deputy Ministers' Devolution Steering Committee, five GNWT Committees have been established to undertake negotiations and implementation work, as these two often overlap at this stage in the process. In addition, there are five inter-governmental working groups that have been established to progress work with Canada and Aboriginal parties on issues such as Waste Sites, Communications and Human Resources.

An initial Implementation team has been assembled to undertake the work required and additional staff will be added in specific areas to support required work. Staff are expected to be hired in IT and records management in 2012-2013 to undertake this work, with more staff coming on board as required for individual projects. The Deputy Ministers' Devolution Steering Committee has opted to take an incremental approach to projects, funding and positions – funding is not committed until preliminary work is sufficiently advanced to allow the required project to be appropriately scoped.

Until a Devolution Agreement is reached, the Implementation team will continue to work on the priorities in Appendix 3 to Chapter 11 (support required for negotiations, assessments of buildings, IT and records systems in preparation for transfer and human resources related activities) and engage in planning with the other parties to the agreement on implementation work to get undertaken once a Devolution Agreement is completed.

The Office of Devolution is also working closely with the Government of Yukon that devolved similar functions previously.

The devolution project will also be supported by a communications strategy, designed to build understanding of, and support for, devolution. Communication activities in 2012-13 will focus on Regional Management Committees, GNWT staff and affected AANDC staff.

Measures Reporting

The Northwest Territories Lands and Resources Devolution Agreement-in-Principle was signed in January of 2011.

KEY ACTIVITY 2: MINISTERS' OFFICES

Description

The Premier's Office The Premier's Office supports the Premier with the management of the executive functions of government and takes a lead in coordinating the government's activities related to the political development of the Northwest Territories.

The Ministers' Offices provide support for the Ministers, their offices and support staff. This includes salaries and operational expenses for the Ministers and their staff.

Major Program and Service Initiatives 2012-13

The Premier's and Ministers' Offices will continue to provide overall support to ensure the effective and efficient operations of their offices.

Measures Reporting

Measures are not provided for the Ministers' Offices. Activities are reflected in the measures for their respective departments.

KEY ACTIVITY 3: EXECUTIVE OPERATIONS

Description

Strategic Planning leads government-wide strategic planning activities; coordinates the business planning process; provides strategic advice and support for cross-government planning activities; supports Deputy Minister Coordinating committees; and is responsible for measuring and reporting on government progress towards overall goals and priorities.

Corporate Services provides financial, human resources, records management and information system and technology support to the Executive Offices, Commissioner's Office, and the Women's Advisory Program.

The **Bureau of Statistics** ensures, as the central statistics agency, that government has appropriate statistical information and provides statistical advice, analysis and assistance to departments, regional offices and central agencies.

The **Program Review Office** coordinates reviews of specific program and services to clarify and confirm mandates, determine program effectiveness and recommend actions such as elimination, reduction or service improvements.

Regional Operations are responsible for implementing Cabinet priorities and direction, coordinating GNWT program and service responsibilities in the regions, as well as transition planning at the regional level in preparation for the implementation of final self-government agreements. Regional Operations are responsible for the overall management of the Single Window Service Centres.

Major Program and Service Initiatives 2012-13

Strategic Planning
During 2012-13, Strategic Planning will continue to support cross-government planning and implementation of the government's priorities, and lead the GNWT business planning process and reporting on results and progress. Support will continue for Committees of Cabinet and Deputy Ministers committees. Specifically, Strategic Planning will support and undertake activities to achieve results of the Managing this Land, Social Envelope, Refocusing Government and Economic and Employment Development Deputy Minister and Cabinet Committees.

Other key projects in 2012-13 include:

- Finalizing the NWT Land Use and Sustainability Framework which will include an overview of territorial interests in land; an overall vision for public lands in the Northwest Territories; and a series of actions that the GNWT will pursue to strengthen our role in land management within the NWT to advance the overall interests.
- Coordinating the GNWT's role in Canada's Northern Regulatory Improvement Initiative including amendments to the *Mackenzie Valley Resource Management Act* and establishment of Surface Rights Board legislation.
- Building on research and engagement that took place over the past two years, work with other GNWT Departments and various organizations such as Aboriginal governments and non-governmental organizations to develop a plan to reduce poverty in the NWT.
- Updating the NGO Stabilization Fund policy, developing guidelines for applicants and improving efficiency in administering grants to NGO's.

Corporate Services Projects

Corporate Services will continue to provide financial advice and analysis and act as the primary liaison on human resources and technology services within the Department. Key projects for 2012-13 include implementing a new variance accounting system, coordinating a department-wide electronic records management system, and improving the Department's coordination and support of GNWT committees and activities through the use of technology, including website development and Share Point sites.

Bureau of Statistics Projects

The Bureau of Statistics will be completing a number of activities to improve dissemination and analytical activities, while continuing to support a number of key initiatives. In 2012-13, information from the 2011 Census will be released on such topics as families, households, housing characteristics and language. Work will be completed on community price surveys to help monitor impacts of proposed changes in electricity rates. The Bureau of Statistics will also continue working with other departments to develop additional data sources. In 2012-13 the Bureau of Statistics will also update the territorial economic impact model, input-output model, and population projections and estimates to reflect recent changes in base information produced by Statistics Canada. The Bureau of Statistics will also undertake statistical surveys in support of other key activities. The Bureau will be doing an internal review of its computer systems and operating environment to ensure they maximize safety and security of their data.

Program Review

The Program Review Office was established in 2008-09 with the objective to undertake systematic reviews of GNWT program reviews on an on-going basis The Program Review Office has completed a number of reviews since establishment. Project reports are being reviewed with a view to moving forward to implement relevant recommendations as appropriate. The office also supports evaluation activities of GNWT departments through the provision of training and advice. Further targeted reviews will be undertaken by the Program Review Office as directed by the Refocusing Government Committee. A multi-year evaluation and review work plan will be developed.

Regional Operations

Regional Directors will continue to coordinate Regional Management Committee (RMC) meetings in each region to improve communications and interdepartmental collaboration; to address common issues among departments; and work to coordinate efforts to resolve regional issues.

In 2012-13 a review of the Single Window Service Centers was undertaken. Overall, the review identified the importance and success of this program and recommended additional tracking of where help is being provided by the Government Service Officers; especially where it is related to federal programs. Implementation of other recommendations will continue including redesign of the Share Point site and expanding the Government Service Officer positions in four additional communities. The Department will continue to look for creative ways to increase the number of Government Service Officers as well in the future.

Key projects that will require coordination by Regional Operations in 2012-13 include the Mackenzie Valley Fiberoptic Link, Inuvik Gas Project, Review of Offshore Drilling, Inuvik-Tuktoyaktuk highways, Norman Wells Gas conversion, resource development, economic and employment development, and green energy initiatives such as geothermal and wind.

Regional Directors also provided support and assistance in the coordination of broader initiatives like devolution, antipoverty, shelter policy and other strategic priorities as directed by Cabinet, ensuring advice and input from RMC's is included.

Measures Reporting

Coordination of GNWT Strategic Planning
Support was provided to each strategic initiative committee and interdepartmental support was provided to coordinate and implement specific initiatives such as housing for staff and the NWT Land Use Framework.

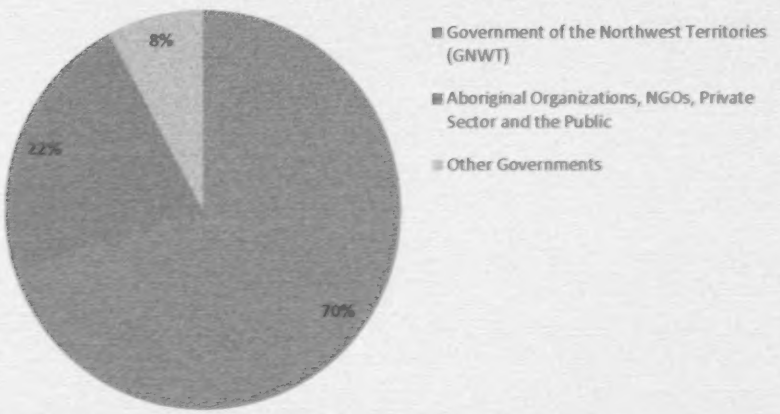
A Managing this Land Directors Committee was established to coordinate and support decision making and to improve consistency of GNWT land activities. Support was provided to the Centre for Geomatics in order to improve the availability and dissemination of information on land use in the NWT. An interdepartmental Regulatory Improvement working group was also established to coordinate GNWT input into the development of NWT Surface Rights legislation and the process to amend the *Mackenzie Valley Resource Management Act*.

Strategic Planning played a major role in the GNWT efforts on examining poverty in the NWT. Funding was provided to the Anti-poverty Coalition's forum – *No Place for Poverty* in October 2010. A series of community engagement sessions and discussion activities took place between January-March 2011. Thirty focus group meetings were held in 13 communities, as well 10 individual interviews, an online survey and a photo-voice project – all leading to the Discussion Paper, *What We Heard from Northerners*.

An NGO Forum on Building Capacity was held in October 2010. Twenty seven participants from 15 NGO's and 6 GNWT departments attended the forum and shared information, discussed current and emerging issues and best practices for good governance, management and operation of programs and services. As well, in 2010-2011, 17 NGO's received grants from the NGO Stabilization Fund.

Use of Statistical Information and Support
In 2010-11, 321 information requests were filled, compared to 400 in 2009-10 and 360 in 2008-09. As noted below, 70% of the requests came from within the GNWT. Another 22% of the requests came from the public, non-government organizations, Aboriginal organizations and the private sector and 8% came from federal, provincial or municipal governments.

Distribution of Statistical Requests, 2010-11



There were 31 releases of statistical information proactively disseminated throughout the government during 2010-11. This compares with 31 releases in 2009-10 and 33 releases in 2008-09. In the past year, 100% of the releases for the consumer price index, labour force activity, and population estimates were disseminated on the day of the national release.

Ongoing Review of Government Programs

Each Program Review Project will establish deliverable outcomes and outputs through the Project's approved Terms of Reference, with results reported to the requesting Department, the Deputy Ministers' Senior Management Committee, and/or to the Refocusing Government Committee.

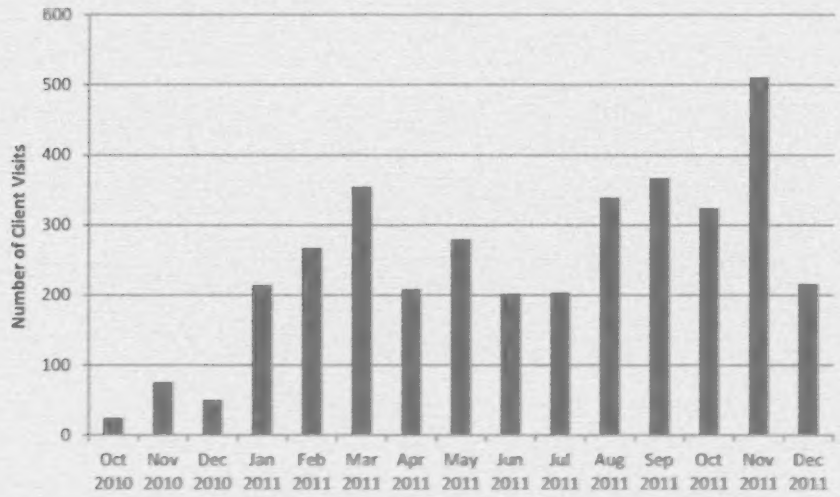
Effective Regional Support

Access to GNWT programs and services has been improved by establishing Single Window Service Centres in eight communities – Ulukhaktok, Aklavik, Colville Lake, Fort Good Hope, Lutsel K'e, Wha Ti, Fort Providence, and Nahanni Butte. Eight part time Government Service Officers were hired.

There were a total of 987 client visits to the eight Single Window Service Centres between October 2010 and March 2011.Client visits to the Single Window Service Centres continued to grow through the following period, with over 3600 visits in total during the first full year of operation.

Government-to-government liaison has involved working with Aboriginal, community and federal governments on coordination of activities and delivery of services.

Single Window Service Centres:
Total Number of Client Visits per Month (October 2010 - December 2011)



KEY ACTIVITY 4: CABINET SUPPORT

Description

Cabinet Support is responsible for ensuring systems are in place to support informed decision-making and to successfully implement Cabinet direction. Cabinet Support offers strategic communications counsel, a coherent approach to the legislative process, objective policy analysis and administrative support through the following activities:

- **Cabinet Secretariat** provides broad policy advice to the Premier and Cabinet and support for all Cabinet operations, including maintaining the integrity of the Cabinet record and disseminating Cabinet direction.
- **Legislation and House Planning** is responsible for the provision of broad policy advice on legislative initiatives, support for the development of the legislative agenda, and a full range of administrative services in support of Cabinet business in the Legislative Assembly during Session.
- **Women's Advisory** supports the Minister Responsible for the Status of Women, and serves as a point of contact within the GNWT for governmental and non-governmental organizations that enhance the cultural, economic, political and social participation of women in society.
- **Corporate Communications** provides broad communications advice across government; promotes an integrated corporate approach to communications; and communicates GNWT priorities within government and to the public.
- **Protocol** provides a proficient protocol service on behalf of the GNWT for visiting dignitaries and heads of state that exemplifies professionalism and leaves a lasting good impression of the Northwest Territories.
- **The Commissioner's Office** provides office space and operational support for the federally appointed Commissioner of the Northwest Territories.

Major Program and Service Initiatives 2012-13

In addition to ongoing responsibilities for the provision of independent policy analysis, maintenance of the Cabinet record, and support to departments with respect to the Cabinet process, the **Cabinet Secretariat** will continue to work on enhancing and supporting interdepartmental coordination through the administration of the Directors of Policy Committee; and will continue to roll out and support the transition to E-Cabinet, including the development of a more searchable and cross-referenced electronic Cabinet record.

In 2012-2013, **Legislation and House Planning** will continue, in consultation with an interdepartmental committee of senior officials selected for their legal, financial, intergovernmental and policy expertise, to evaluate legislative proposals and legislative drafts to determine consistency with the Cabinet goals, priorities and actions, will facilitate the Cabinet House Strategy process ensuring that the Rules of the Legislative Assembly are followed, and will support the Government House Leader in all official duties.

The **Women's Advisory Office** will administer grants and contributions provided to non-profits and women's groups and associations in the NWT; will deliver workshops, open to all public servants, on the development of tools and approaches to systematically integrate gender considerations into policy,

planning and decision-making processes; and will work with NGO partners to encourage, orient and train women interested in running for elected office.

Activities will be undertaken by **Corporate Communications** in 2012-13 to continue to enhance the GNWT's overall communication capacity. Work will continue on the development and dissemination of tools that will help ensure departmental communications reflect and support overall government priorities and communication activities with a particular focus on taking advantage of new communications tools and opportunities associated with online social networking and Web 2.0 technologies. This work will include the development of common policies and approaches that will help to ensure that the GNWT is better able to use these tools effectively and consistently.

The **Office of Protocol** will continue to oversee and manage the GNWT's protocol service through the planning and coordination of official visits by foreign dignitaries and diplomats and the provision of protocol advice to departments.

Measures Reporting

In 2010-11, in accordance with established Cabinet conventions, decision items were submitted for Cabinet's consideration and were subject to an Executive Council Assessment report, which led to the issuance of formal Records of Decision and Orders in Executive Council that were communicated to departments.

All ministerial statements, tabled documents, confidential briefings, etc. were processed in accordance with Cabinet conventions and the rules of the Legislative Assembly.

The Special Advisor to the Minister Responsible for Women delivered seven Gender Based Analysis workshops; managed key grant and contribution programs, including core contributions to the Status of Women Council and the Native Women's Association; represented the NWT in relevant intergovernmental forums and participated in the Coalition Against Family Violence.

In 2010-11, Corporate Communications produced forty-one editions of the Bear Facts, an electronic weekly newsletter for employees of the GNWT and began producing an online radio show for residents of the NWT called On the Air.

In 2010-11, the Protocol office successfully organized three events or official visits to the Northwest Territories. The Chief of Protocol also participated in two F/P/T events, and began the planning involved in both the Diamond Jubilee and the Royal Tour of the Duke and Duchess of Cambridge.

In 2010-11, the Office of Protocol successfully organized visits from a number of visiting dignitaries, organized NWT activities for the national "End of an Era" celebration, assisted in organizing the swearing-in of the Commissioner, and assisted at the 15th Ministerial Conference on the Canadian Francophonie.

c) Responding to Priorities of the 17th Assembly

The Department is undertaking the following activities in support of the priorities identified by the 17th Assembly:

Priority 1 – Building a Strong and Sustainable Future for our Territory

Description
Negotiating and implementing a final Devolution Agreement

Planned Activities 2012-13
Working with other departments, the Department of Executive will lead the GNWT efforts in finalizing and implementing a final Devolution Agreement by:

- Coordinating and participating on GNWT committees and intergovernmental working groups
- Negotiating the remaining items such as waste sites, etc., in order to achieve a final agreement
- Drafting a resource allocation and high level organizational design model
- Developing and implementing a comprehensive communication strategy
- Engaging with Aboriginal governments on the Chapter 6 of the Devolution AiP

Description
Working with other governments to ensure responsible stewardship through our land and resource management regime

Planned Activities 2012-13
Achieving a final Devolution Agreement will provide the GNWT with broader powers and authorities to manage land and resources in the NWT.

Working with the Managing This Land Committee, the Department of Executive will lead and coordinate the GNWT's interest in land use matters by:

- Finalizing an NWT Land Use and Sustainability Framework
- Coordinating participation in the federal government's Northern Regulatory Improvement Initiative

The Department will also support the work of other lead departments on land and resource management initiatives such as:

- finalizing the review of the GNWT's participation in the Protected Areas Strategy
- recommending GNWT position on boundaries and land administration of candidate areas under the PAS
- supporting the completion of regional land use plans
- proposing and negotiating the use of northern tools in conservation, protection and land management activities

Description
Strengthening our relationships with Aboriginal and other northern governments

Planned Activities 2012-13
The Department of Executive works with all GNWT departments in achieving this priority. Specifically, the Department of Executive will undertake the following activities:

- As part of ongoing discussions, the Office of Devolution will continue to inform Aboriginal governments regarding negotiations and continue to encourage them to sign the Devolution AiP and join the negotiation process.
- Similarly, consistent with Chapter 6 of the Devolution AiP, the Office Devolution will work with Aboriginal governments on management approaches as progress is made toward a final Devolution Agreement.
- The Department of the Executive will be completing a Land Use and Sustainability Framework in support of a cooperative management approach to lands management in the Northwest Territories.
- Regional Directors will support the implementation of the Aboriginal Engagement Strategy and will continue to build meaningful working relationships with Aboriginal governments by attending Assemblies, Leadership meetings and annual gatherings.

Priority 2 – Increasing employment opportunities where they are needed

Description

Decentralizing more GNWT positions

Planned Activities 2012-13

- Decentralization of positions will be considered as part of organizational design and devolution implementation planning.
- The Department of Executive will increase the number of Government Service Officers from 8 to 12 in order to expand the Single Window Service Centre initiative to four more communities. These positions create part-time employment in small communities and provide support and access to government programs and services which may in turn to lead to further employment opportunities.

Description

Reducing dependency on government by encouraging people, who are able, to enter or remain in the workforce.

Planned Activities 2012-13

- Working with the lead department, Education, Culture and Employment, and other social envelope departments, the Department of Executive will provide strategic advice and support in the development of a plan to reduce poverty in the Northwest Territories.

Priority 3 – Strengthening and Diversifying our Economy

Description
Improving regulatory processes

Planned Activities 2012-13
The Department of Executive is leading the GNWT's involvement in regulatory improvements and will continue to work with the federal government to complete the NWT regulatory system. Specifically, the Department will monitor and provide input into the restructuring of land and water boards, participate in the development of NWT Surface Rights Board legislation and ensure proposed amendments to the *Mackenzie Valley Resource Management Act* are consistent with devolution negotiations.

Description
Making strategic infrastructure investments such as the Inuvik-Tuk Highway, Mackenzie Valley Fiber-optic link and hydro initiatives.

Planned Activities 2012-13
The Department of Executive, through its Regional Operations, will continue to support key infrastructure projects that are being led by other Departments such as the Mackenzie Valley Fiberoptic Link, Inuvik Tuk Highway, hydro initiatives, and the Mackenzie Gas Project. Regional Operations provides cross-departmental assistance and support to large projects. The Regional Directors coordinate the Government of the Northwest Territories efforts in the regions and the communities including holding regular Regional Management Committee meetings, attending community meetings and Regional Organization meetings.

d) Infrastructure Investments

Planned Activities – 2012-13

The Department of Executive has no infrastructure projects or investments planned for 2012-13.

e) Legislative Initiatives

Planned Activities – 2012-13

The Department of Executive has no legislative initiatives planned for 2012-13.

f) Human Resources

Overall Human Resource Statistics

All Employees

	2011	%	2010	%	2009	%	2008	%
Total	68		65		53		62	
Indigenous Employees	40	59	38	58	21	40	25	40
Aboriginal	17	25	15	23	8	15	11	18
Non-Aboriginal	23	34	23	35	13	25	14	22
Non-Indigenous Employees	28	41	27	42	32	60	37	60

Note: Information as of December 31 each year

Senior Management Employees

	2011	%	2010	%	2009	%	2008	%
Total	15		12		12		11	
Indigenous Employees	7	47	3	25	2	16	3	21
Aboriginal	3	20	1	8	1	8	1	7
Non-Aboriginal	4	27	2	17	1	8	2	14
Non-Indigenous Employees	8	53	9	75	10	83	11	79
Male	11	73	9	75	10	83	12	86
Female	4	27	3	25	2	17	2	14

Note: Information as of December 31 each year

Non-Traditional Occupations

	2011	%	2010	%	2009	%	2008	%
Total	0	0	0	0	0	0	0	0
Female	0	0	0	0	0	0	0	0
Male	0	0	0	0	0	0	0	0

Note: Information as of December 31 each year

Employees with Disabilities

	2011	%	2010	%	2009	%	2008	%
Total	0	0	0	0	0	0	0	0

Note: Information as of December 31 each year

Position Reconciliation

This information differs from the employee information on the preceding page; Human Resource information reflects actual employees as of December 31 each year. The information presented below reflects position expenditures approved through the budget process for each fiscal year.

Active Positions

Summary:

	2011-12 Main Estimates	Change	2012-13 Main Estimates
Total	68	12	80
Indeterminate full-time	60	8	68
Indeterminate part-time	8	4	12
Seasonal	-	-	-

Adjustments during the year:

Position	Community	Region	Added/ Deleted	Explanation
Intern	Yellowknife	HQ	Deleted	Unable to staff
Expert Policy Advisor	Yellowknife	HQ	Added	FG - New Devolution position
Expert Policy Advisor	Yellowknife	HQ	Added	FG - New Devolution position
Project Officer	Yellowknife	HQ	Added	FG - New Devolution position
Devolution Communications Officer	Yellowknife	HQ	Added	FG - New Devolution position
Executive Director – Implementation	Yellowknife	HQ	Added	FG – New Devolution position
Devolution Project Leader	Yellowknife	HQ	Added	FG - New Devolution position
HR Director Implementation	Yellowknife	HQ	Added	FG - New Devolution position
Water Management Planning & Implementation	Yellowknife	HQ	Added	FG - New Devolution position
Departmental Devolution Lead	Yellowknife	HQ	Added	FG - New Devolution position
Administrative Assistant	Yellowknife	HQ	Deleted	Internal reallocation to Records Coord
Records Coordinator	Yellowknife	HQ	Added	Fill existing gap in Records Mgmt
Program Review Analyst	Yellowknife	HQ	Deleted	Internal reallocation to Strat Plan
Strategic Planning Analyst	Yellowknife	HQ	Added	Projected increase in Strat Plan projects
Senior Advisor	Yellowknife	HQ	Deleted	Senior Advisor not required
Strategic Planning Analyst	Yellowknife	HQ	Added	Internal reallocation from Sen Adv
Government Service Officer	tbd	tbd	Added	Increase services in other communities
Government Service Officer	tbd	tbd	Added	Increase services in other communities
Government Service Officer	tbd	tbd	Added	Increase services in other communities
Government Service Officer	tbd	tbd	Added	Increase services in other communities

Other Human Resource Information

The Department of Human Resources has launched a long-term human resources strategy for the public service entitled, *20/20: A Brilliant North*. Among other initiatives, this strategy provides a framework for the development of departmental human resource plans, including succession plans and affirmative action plans.

The tables below indicate statistics on departmental human resource activities with respect to summer students, interns and transfer assignments for 2011. The information is current as of December 31, 2011.

Summer Students				
Total Students	Indigenous Employees (Aboriginal + Non Aboriginal	Indigenous Aboriginal	Indigenous Non-Aboriginal	Non-Indigenous
8	8	5	3	0

Interns				
Total Interns	Indigenous Employees (Aboriginal + Non Aboriginal	Indigenous Aboriginal	Indigenous Non-Aboriginal	Non-Indigenous
0	0	0	0	0

Transfer Assignments (In)				
Total Transfer Assignments	Indigenous Employees (Aboriginal + Non Aboriginal	Indigenous Aboriginal	Indigenous Non-Aboriginal	Non-Indigenous
16	10	4	6	6

Transfer Assignments (Out)				
Total transfer assignments	Indigenous Employees (Aboriginal + Non Aboriginal	Indigenous Aboriginal	Indigenous Non-Aboriginal	Non-Indigenous
0	0	0	0	0

Activities Associated with Staff Training & Development

The Department has provided support for a number of employees to participate in staff training and development activities. Training requirements and the individual objectives associated with training and development are identified as part of the performance planning and review process.

There were also a number of broader training initiatives supported by the Department.

Staff from the Program Review Office undertook professional development workshops with the Canadian Evaluation Society to further develop program review, evaluation and data analysis skills of the division in order to support the GNWT in making evidence-based decisions. The Program Review Office also delivered two evaluation workshops for other GNWT employees.

To support the establishment of the Single Window Service Centres, the Department of Executive supported several training sessions for its Government Service Officers. Training included customer

service excellence, overview of GNWT and federal programs and services, record keeping, ATIPP, and using technology to deliver information and services.

Several staff have taken courses and programs offered through the Justice Institute of British Columbia. The training in mediation, negotiation and conflict resolution provides the Department with valuable skills needed for devolution negotiations and facilitating discussion and decision making involving competing interests across GNWT department and among stakeholders.

g) Information Systems and Management

Overview

The Technology Service Centre provides Information Technology Support to the Department of Executive.

The NWT Bureau of Statistics of the Department of Executive has its own information system – Time Series Retrieval System (TSRS). The TSRS contains time series data covering a wide range of demographic, social and economic information. TSRS holdings are sourced from Statistics Canada's system as well as GNWT and other administrative sources, with the majority originating from Statistics Canada

Planned Activities - 2012-13

The Department of Executive will be using existing technology and systems to improve overall security, effectiveness, coordination and communication. These efforts will also reduce the amount of paper used and promote a greener work environment.

Cabinet Support will continue to support the E-Cabinet initiative by coordinating the electronic submission of all cabinet documents and maintaining a searchable electronic database of cabinet record.

Strategic Planning will establish Share Point sites for all Deputy Minister Committees in order to facilitate the distribution and management of agendas, meeting materials, and minutes and to track actions and decisions.

Regional Operations will improve the Single Window Service Centre Share Point site in order to better track and report on services requested and provided, and to share information amongst Government Services Officers that are working in isolated communities.

The NWT Bureau of Statistics will continue to maintain, update and promote the use of the NWT Data Portal to exchange data and statistical information among the GNWT and with external clients. The Bureau will be doing an internal review of its computer systems and operating environment to ensure they maximize safety and security of their data.